Michigan Department of Human Services **CSA** Children's Services Administration Communication Issuance	**Type:** ☒ Informational Memorandum (IM) ☐ Program Instruction (PI) ☐ Policy Guide (PG)	
	Issuance Date: 11/13/12	**Obsolete Date:** n/a
	Response Due: None	
	Log No.: 12-175	
	Contact: Jeff Kuhlman	
	Originating Office: SACWIS	
	Subject/Title: MiSACWIS Pilot Underway	
	Distribution: ☒ DHS Child Welfare Staff ☒ Private Agency Child Welfare Staff ☒ CSA Central Office Managers/Staff ☒ Native American Tribes ☒ Data Management ☒ DHS County Directors ☐ Adult Services Staff ☐ Other:	☒ BCAL ☒ CWTI ☒ SACWIS

October 29th officially kicked off the start of MiSACWIS Pilot where Ingham County DHS and select private agencies were given the opportunity to preview the application and get hands-on experience on what will become the statewide case management tool next summer.

MiSACWIS Pilot is expected to last through November and into December, and is a unique approach for Michigan in that it provides participants the ability to use the application in a safe, controlled, and managed environment. Until MiSACWIS goes live, SWSS and SWSS Web remain the systems of record. The goals of MiSACWIS Pilot are three-fold:

1. Involve DHS and private agency workers early in the project so they can provide feedback and get a sense of the look-and-feel, basic navigation, functionality, and the information available in the application.

2. Evaluate how the organizational change, communication, and training activities prepared pilot participants for Pilot.

3. Listen, learn, and get better. The work we do within Pilot will help the project staff to be better prepared for a successful statewide implementation.

It was a positive first week and Pilot participants came in with the right attitudes and were fully prepared to begin working in the application. The transition to a new or different system is daunting, but participants were able to move beyond their initial anxiety and focus on learning and navigating through the screens to record their everyday work.

We had some challenges and identified some areas that we are already working to fix. Due to the volume of information available in MiSACWIS and the nature of having a single, comprehensive system for both DHS and private agencies, a key focus area is getting all historical data mapped to the right workers and cases.

Another lesson we learned was based on feedback we received as participants went through Web-Based-Training (WBTs) and two-day classroom training prior to Pilot. Based on comments, we will be adding additional WBTs and blend more of the specific training exercises over both days.

Week one of MiSACWIS Pilot is over and we learned a lot about where we are and what we have to improve for Statewide. We expect to work with Pilot participants to learn more in weeks two and beyond.

MiSACWIS Pilot is unique. The work we do over the next two months will help ensure everyone can successfully transition to the new system next year.